

Document of Progress

Study trip committee

November 27, 2018

	1	Conditions	2
5	2	Payment of participants	2
	3	Budget	2
	3.1	Currency exchange rate	3
4	4	Acquisition	4
5	5	Concept planning	4
10	6	Hostel	6
	7	Other study associations	6
	7.1	Marie Curie	6
	7.2	Inter-Actief	6
8	8	Liability	7
15	9	Insurances	7
	9.1	Travel insurance	7
	9.2	Cancellation insurance	7
10	10	In case of cancellation	7
11	11	Applications	8

20 1 Conditions

Participants are required to sign a contract in which they officially declare they are willing to join the study trip and that they accept all agreements for the study trip. These agreements include financial agreements like payment obligations and deadlines, liability statements and cancellation policies. All these agreements can also be found in this document and on the study trip website.

25 2 Payment of participants

Participants will have to down pay €900,- to Thalia before the study trip. This will be done in 1 term of €400,- and 1 term of €500,-. The first down payment will have to be done before December 10th 2018. The second down payment will be before March 4th 2019.

After the study trip, the actual costs will be recalculated and a final settlement will be made. In this
30 final settlement we will also take the Student Life subsidies into account, meaning people who are eligible for this subsidy will receive an additional reimbursement of €100,-.

3 Budget

EXPENSES	PRICE	#	TOTAL	INCOME	PRICE	#	TOTAL
Travel expenses				Participants			
Flight	€ 685,00	30	€ 20.550,00	Contribution	€ 800,00	30	€ 24.000,00
Public transport	€ 65,00	30	€ 1.950,00	Subsidy Student Life	€ 100,00	30	€ 3.000,00
Bus trip to Schiphol	€ 400,00	1	€ 400,00				
Stay				Other income			
Overnight stay	€ 15,00	240	€ 3.600,00	Procam 2018	€ 1.000,00	1	€ 1.000,00
Lunch	€ 5,00	270	€ 1.350,00	Thalia	€ 2.000,00	1	€ 2.000,00
Diner	€ 6,00	270	€ 1.620,00	Sponsorship	€ 3.500,00	1	€ 3.500,00
Activities							
Gifts	€ 10,00	10	€ 100,00				
Cultural expenses	€ 20,00	30	€ 600,00				
Additional expenses							
Booklet	€ 40,00	1	€ 40,00				
Korean SIM Card	€ 30,00	1	€ 30,00				
SUBTOTAL			€ 30.240,00	SUBTOTAL			€ 33.500,00
Unforeseen expenses		10%	€ 3.024,00				
Accompanist iCIS	€ 1.034,00	1	€ 1.034,00	Reimbursement iCIS	€ 1.034,00	1	€ 1.034,00
TOTAL			€ 34.298,00	TOTAL			€ 34.534,00

Gifts

35 Like the study trip of last year, we want to thank our hosts by presenting them with a small gift. The exact nature of this gift is still unknown, but we expect €10,- is sufficient for each of the gifts.

Booklet

This year, we want to give each of the participants a little travel guide or booklet. This booklet will contain information about South Korea and its culture, the companies and institutes we will visit and
40 other helpful information.

Korean SIM Card

Since the costs of calling and mobile data are very high in Korea, we want to purchase a temporary Korean SIM Card. This way, we will always have access to the internet for navigation purposes and other useful things, and we can call the local companies in case of a change in schedule, for instance.

45 3.1 Currency exchange rate

Because South Korea uses a different currency (the South Korean won), we have to take the different currency exchange rates into account. Moreover, the remaining fees of the hostel have to be paid on site in cash. Therefore, we have tried finding the cheapest way to pay any costs made there.

The following rates apply for an amount of 1.000.000 South Korean won:

- 50 - €797,50 when using a credit card. (Original exchange rate + 2%)
- €789,60 when using a debit card. (Original exchange rate + 1%)
- €813,10 when withdrawing cash using a credit card. (Original exchange rate + 4% with a minimum of €4,50)
- €792,65 when withdrawing cash using a debit card. (Original exchange rate + 1.1% + €2,25)
- 55 - €928,38 when exchanging into cash at the GWK in The Netherlands.

Thus, there is no need to bring any cash with us beforehand, and we can use these rates as a reference when deciding how to pay for a certain amount in Seoul.

4 Acquisition

At the time of writing, we know of four companies that are interested in contributing to the study trip.

60 First off, Procam will most likely be hosting their OPQ test at the Radboud again. Last year, iCIS received a total income of €2000,- from Procam, all of which was gifted to Thalia so it could be spent on the students. In consultation with iCIS, the board and committee decided half of this could be reserved for the study trip. We expect we can at least match and hopefully even surpass the
65 amount of participants from last year, meaning we will receive the same or an even higher amount of money. Note that, again, not all money obtained from Procam is spent on the study trip. It will also be used for other things like activities where other members can benefit from it. Like last year, iCIS handles all contact with Procam for the OPQ.

70 Another company that supported the last study trip is Yoast, and they have confirmed they want to do the same this year. The final arrangements like the contract and the date of the company visit are currently being discussed. However, Yoast has confirmed they want to do the same as last year, so we will receive €1000,- for a company visit.

75 Finally, Nedap and Ordina have shown interest in contributing, outside of their normal partner agreements with Thalia. Both companies have confirmed these potential agreements do not influence their main contract with the association in any way.

Nedap is currently still brainstorming for a good way of sponsoring the study trip. Ordina has given us the option to attend one of their in-house days in exchange for a fixed price per participant,
80 to which we agreed.

We are aware of the fact that this sounds like participants have to jump through many hoops before they can pay the budgeted contribution. We don't want to set too many prerequisites for the participants like company visits or tests, but we do want to give them the possibility to decrease their own
85 contribution. Therefore, we will make as many of these visits optional as we can, so each participant can decide for themselves whether they want to spend the effort in exchange for a lower contribution.

5 Concept planning

In the table below you can find a concept planning for the trip. The names that are written in italic are activities that are not confirmed yet. Because the times and dates of most of the cultural
90 activities are not fixed we can change the schedule if that turns out to be better for the company visits.

We have deliberately left a lot of free time, to let the travelers sleep and rest enough. We especially left a lot of free time in the beginning of the week to let the travelers accommodate to the culture and new surroundings.

	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday		
6.30	Gather 6.15 at Nijmegen Central Station	Flying								Breakfast		
7.00	Travel by train		Breakfast							Travel to Incheon airport		
7.30	Arrive at Schiphol airport		Travel to Suwon									
8.00	Check-in	Arrival at Incheon airport 9.10 (KST)		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast			
8.30												
9.00	Departure 10.25 (CEST) from Schiphol Airport	Collect suitcases & leave airport	Samsung Innovation Museum In Suwon	Travel	Travel	Travel	Travel	Travel	Travel	Check-In		
9.30	Flying	Travel to hostel	Travel	Free day	Gyeongbokgung palace (tour at 11.00 takes ±1.5 hours)	Blocko (Blockchain technology company)	Embassy of the Netherlands	Company	SNU	Departure 10.55 (KST) from Incheon airport		
10.00	Arrival at Warschau airport 12.20 (CEST)		Lunch						Travel			Flying
10.30	Waiting at the airport		SKKU In Suwon				Bukchon Hanok Village		Lunch			Arrival at Warschau airport at 14.30 (CEST)
11.00											Waiting at airport	
11.30	Departure from Warschau 16.30 (CEST)						Samsung D'Light				Departure from Warschau at 16.45 (CEST)	
12.00	Flying	Visit Namsan Seoul Tower + Dinner	Haenggyeong-dong Mural Village & dinner (village with street art)								Flying	
12.30											Arrival at Schiphol airport at 18.55 (CEST)	
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Travel
Free time
Culture
Universities
Companies
Eating

About Blocko: we already have contact with Blocko and they are willing to welcome us at their company. We are still discussing the time and date and the program.

About the other companies: we strive to reach LG and Hyundai, but are keeping our eyes open for other companies in case these two giants are not willing to welcome us. A total list of companies we have tried to reach is as follows:

- | | | | |
|-----|-------------|---------------|------------|
| 105 | Couchbase | ING | SK Hynix |
| | Daria | Kakao | SK Telecom |
| | ETRI | LG | 120 SNET |
| | EY | N2M | STG |
| | GeniNetwork | 115 NetMarble | Samsung |
| | Honeywell | PentaSecurity | |
| 110 | Hyundai | SK Broadband | |

We have approached a lot of companies, but we haven't had much luck with emailing the companies. Even with a number of reminders, most of the companies did not respond. Study association Inter-Actief recommended us to call the companies instead of just mailing them. Therefore we have a call-night planned, in which the committee gets up at 05:00 AM to call the companies in Seoul.

6 Hostel

Participants will be staying at the Lazyfox Den Hostel in the Mapo district of Seoul, in 7 air-conditioned rooms of various capacities; a single-bed room will be provided to the iCIS accompanist. 130 A simple breakfast is included in the price and is served between 08:30 AM and 10:30 AM. The total price is 4.436.800 Won, which is equal to €3.464,- at the current exchange rate and equates to just under €14,- per person per night. A down payment of 25% of the total price will be made using PayPal and the remainder will be paid in cash on arrival at the hostel, as our group discount only applies when paying in cash. The cash will be exchanged ahead of time, to avoid expensive cash 135 withdrawal fees in Seoul. Seeing as the hostel only serves breakfast from 08:30 AM, we will have to make use of the provided kitchen on the days where the program starts earlier.

7 Other study associations

7.1 Marie Curie

Marie Curie had a scientific supervisor (a professor in a field of study) with them on their trip, which 140 came in handy with establishing contact and with the meetings in Korea. Age and titles are very important to Koreans. Therefore they sent all initial mails on behalf of our scientific supervisor and when a reaction was given the specific details were left to the committee. They found that to actually arrange a date and time is rather difficult, because in Korea they have a lesser sense of importance with agreeing upon dates and times. The committee believes that saying no in Korea is rather unsociable, 145 so when they received no response after several reminder, they understood that as a no. During the meetings in South Korea, the scientific supervisor will be the first to be greeted. They exchanged business cards with the person receiving them and then they could continue with their programme. Furthermore Marie Curie recommended us to contact the SKKU through the International Office, because the Radboud University has a special connection with them.

150 7.2 Inter-Actief

To make contact with companies, they held a few "call nights" in which they called all the companies at 5:00 AM as stated before. They remarked that we could ask the contact persons from companies we have already contacted if they have any ideas for companies to visit. They noted that when you have a Dutch nationality you do not need a visa, but that we should check if we have travelers that 155 don't have a Dutch nationality. Next to the metro they made use of a touring car on certain days, because the group was too big to take a public transport bus. They have had great experiences with the touring car, but they remarked that it had to fit in our budget. On the note of traveling, they recommended us to make sure we made public transport groups beforehand around the size of one committee member and 5 travelers, so the travel between destinations will be more smooth. Lastly 160 they provided us with their "travel guide" in which a lot of practical information is stored for the travelers. We will take a look at this document and look for relevant information.

8 Liability

Though Thalia facilitates the organization of the study trip, Thalia does not have the role of tour operator. In case of any difficulties during the trip, Thalia cannot be held accountable. Therefore, 165 Thalia is not liable. The participants are held accountable for any costs made during the study trip that are not reimbursed by insurances.

9 Insurances

9.1 Travel insurance

Participants are required to have their own travel insurance with coverage for study trips in South- 170 Korea (world coverage). When you're a student, most insurances cover most unforeseen expenses during the trip on personal basis like material damage, costs for medical care or permanent injury. Participants will have to make sure that their insurance explicitly covers costs for medical care (or that their Dutch health insurance does so, however often this one only covers 200% of the Dutch fares).

175 9.2 Cancellation insurance

Participants have the possibility to arrange their own cancellation insurance. For most insurances, the costs are about €50,- to €80,- (short term cancellation insurance). This insurance will cover cancellation in cases of force majeure, both for individual reasons or for cancellation of the whole study trip.

180 10 In case of cancellation

If the study trip will receive a 'no go' from the go/no-go moment, the participants will not pay for any costs and all costs that have been made will be for Thalia. If a 'go' is given, but the trip has to be cancelled due to unforeseen circumstances (force majeure), the costs that have been made will be split evenly over all participants, just as when one would be traveling alone (taking the budgeted 185 contribution of Thalia to the study trip and specific details in sponsorship agreements into account). According to the current contracts and expectations, this will roughly translate to the following:

- cancellation before January 19th 2019: €150,- to €200,- per participant
- cancellation before February 18th 2019: €200,- to €250,- per participant
- cancellation before April 4th 2019: €450,- to €500,- per participant
- 190 ▪ cancellation later: €700,- to €750,- per participant

This holds for cancellation of the whole group as well as cancellation by individual participants. However in certain cases, individual agreements can be made with the applicable person, within the possibilities of the contracts Thalia signed.

11 Applications

¹⁹⁵ The registration for the study trip closed on the 31st of October and were open since the 15th of October. In those two and a half weeks, the committee received a total of 39 applications for the 24 available spots. Needless to say, registration is now closed. The committee has chosen 24 participants from the applications.